

Test Coordinator Monthly Webinar

March 17, 2021



RIDE Rhode Island
Department
of Education

Test Coordinator Monthly Webinars

- **Details:**

- **WHO:** district and school test coordinators, special education directors, EL directors, data managers, technology coordinators
- **WHAT:** As much as possible, webinars will be organized to follow tasks necessary to complete between TC webinars in order to have a successful test administration year.
- **REGISTRATION:** www.ride.ri.gov/tc

- **Webinar Calendar (Wednesdays at 10:00am) – Save the Dates!**

- April 14, 2021
- May 19, 2021
- June 9, 2021
- July 21, 2021



Agenda for March 17, 2021

- **Preparing for 2020-21 State Assessments**

- RICAS
- NAEP
- ACCESS & Alt ACCESS
- PSAT 10 and SAT
- DLM
- Student Registration Information
- Medical Exemptions
- Accommodations
- Cell Phone Policy
- Monitoring Process

- **Training for State Assessments**

- **State Assessment Calendar**

- **Questions**



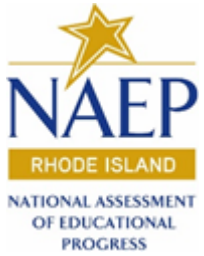
Preparing for the 2020-21 State Assessments



RICAS

- **PAN *Training* Site:**
 - RIDE uploaded a file of all students yesterday
 - RIDE will upload a file every Monday throughout the testing window
- **Monday, March 22: Initial shipments of *ELA materials* received**
 - Paper test materials based on initial PNP window (2/23): paper tests and pre-printed student ID labels
 - TAMs and TCMs
- **Monday, March 22: RICAS Service Center materials ordering opens**
 - Additional TAMs or TCMs
 - Paper test materials for students whose PNP for paper was updated after 2/23 (students will not have pre-printed ID labels: information will need to be bubbled)
- **Start of testing: March 29 ELA**
 - All educators must be trained before they can administer the test





NAEP 2021

Assessment Postponed

- Rescheduled to Spring 2022

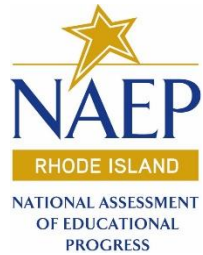
School & Teacher Questionnaire Study

- Awaiting federal approval to release this study

➤ Monthly School Survey

- Collection Windows
 - Feb 22 - March 12
 - * **March 17 – 26 (revised)**
 - **April 14 – 23 (revised)**
 - May 24 – 28
 - June 21 – 25
- Participation rate must meet minimum thresholds for each question





NAEP 2021 Monthly School Survey

History

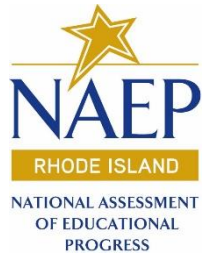
Executive order

- Issued January 21
- Data collection
- National Council of Educational Statistics (NCES)
- Impact of the pandemic on instruction
- Provide disaggregated results – NOTE: 1st collection window results will be released Friday

NCES

- NAEP
- Systems of collection
 - NAEP's representative sample of schools
 - Experienced at survey collection
 - Modify NAEP reporting
- Reported publically and possibly online in portal
- Will provide context to the NAEP 2022 assessment results





NAEP 2021 Monthly School Survey

FAQs

Why do I receive so many emails about this survey?

- School Coordinator on record will receive all emails from the NAEP Service Center
- Some District Test Coordinators opted to complete the surveys for their schools – **please forward emails to District TC**
- NSC also emails, especially if survey hasn't been started or submitted
- NAEP Help Desk may email responses if you contacted them

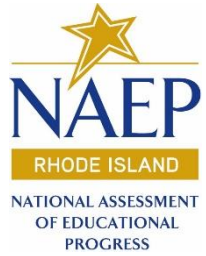
Where can I get help?

- Tip Sheets
- Hover notes
- District Data Manager
- NAEP Help Desk - **on-line chat; email naephelp@westat.com; call 1-800-283-6237**
- RI NSC Jackie Branco (call, email, virtual visit)
- Virtual Information/Q & A Session

How do I know if I am doing this right?

- Validation rules when entering into www.myNAEP.com
- Data will be reviewed for reasonableness
- Error codes may be generated once submitted





NAEP 2021 Monthly School Survey

March Collection Window

- **February submission (January data) will be read-only for reference**
- **Question #1 will ask about previous month's mode of instruction for your selected grade**
 - "In February, what did your school offer as the mode of instruction or learning model for grade 4 (or 8)?"
 - Should be one check selected for each category – no blanks
- **Some validation rules will be available on-line beginning March 22**
- **Question #9 has been added**
 - "As of the last day of February, approximately what percentage of teachers in your school had received at least one shot of COVID-19 Vaccine?"
 - Respond for the entire school and not just your selected grade



ACCESS & Alt ACCESS

Test Window Ends On	Fri 3/26/21
Deadline for Ordering Additional Test Materials in AMS	Thu 3/18/21
Deadline for Shipping Completed Test Materials to DRC	Wed 3/31/21
Reports and Data Files Available - Online (On)	Mon 5/24/21
Reports Available in Districts - Printed (On)	Thu 6/17/21

We really appreciate all your hard work during this ACCESS administration window.



PSAT 10 and SAT

- **Test Coordinator Training Webinars – This week!**
- **Watch for Update Email from College Board to Test Coordinators**
- **Test Coordinators have access to College Board TIDE:**
 - digitaltesting.collegeboard.org
- **March 16:**
 - Nonstandard Administration Report (NAR) Available in SSD Online only.
 - Materials are shipped
- **Preadministration Session Options**
 - Prior to test day
 - On test day before testing
 - On test day after testing
- **Updates to accommodations in SSD Online**
 - Select the student's name, *New Request*, and then add accommodations. Previously completed information will be grayed out so you won't have to enter information again.



PSAT 10 and SAT Training

Test Coordinators: Required Training

- Part 1: Overview of digital testing
 - [Session 1: March 16 \(10 – 10:30AM\)](#)
 - [Session 2: March 24 \(10 – 10:30AM\)](#)
- Part 2: Hands-on digital workshop (via Zoom)
 - [Session 1: March 16 \(10:30 - Noon\)](#)
 - [Session 2: March 24 \(10:30 - Noon\)](#)
- **Both** parts are required for test coordinators.
 - This training will take the place of the online modules. Test Coordinators will not need to complete the online modules if they attend these sessions.
 - Webinars will be recorded and posted at www.ride.ri.gov/assessment-training.

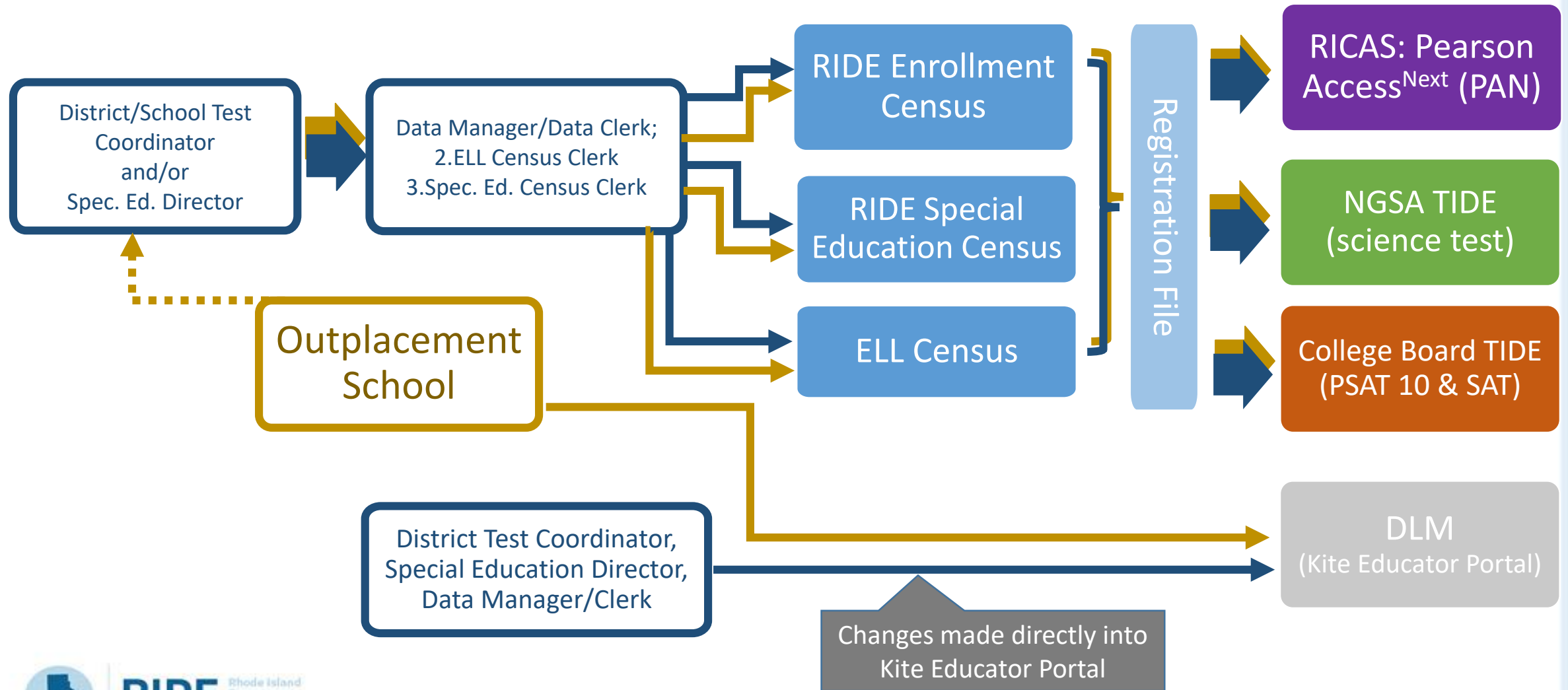


DLM

- **Monday, March 22: All First Contact Surveys must be complete.**
 - This is to ensure that students receive the correct testlets by the time the test window opens.
 - Test Coordinator Checklist at www.ride.ri.gov/assessment-manuals.
- **Monday, April 5: DLM Test Window begins.**
 - All educators must be trained before they can administer the test.



Updating Student Registration Information



Student Registration Information

- **If you have students enrolled in these schools, please contact them to discuss discrepancies in grade levels, alternate assessment designation, and/or other student information:**
 - Bradley:
 - Trish Martins: pmartins1@lifespan.org; 401-606-4100
 - Sargent Center:
 - Leslie Brow: lbrow@sargentcenter.org; 401-886-6630
 - Amanda Florio: amandaf@sargentcenter.org; 401-886-6628
 - Tavares Center:
 - Alena Marcotte: amarcotte@trudeaucenter.org; 401-615-2775, ext. 401
 - Meeting Street:
 - John Kershaw: jkershaw@meetingstreet.org; 401-533-9190
- **Note on Grade Levels**
 - District/school policies govern grade level assignment.
 - RIDE does not adjust the grade level of a student
 - Follow district policies
 - Discuss with outplacement schools
- **Alternate Assessment Students found in RICAS PAN**
 - RIDE is working to remove DLM students from PAN; please do not assign tests to those students.



Medical Exemptions

- Medical exemption policies and documents can be found here:
 - www.ride.ri.gov/assessment-exemptions
- If you have questions, contact Heather Heineke at
 - heather.heineke@ride.ri.gov
 - 401-222-8493



Accommodations: Read Aloud for MLL Students

- If a student is an MLL student without an IEP, they are eligible to receive a read aloud in English or Spanish for math and/or science.
- If a student is an MLL student with an IEP, they are eligible to receive a read aloud in English or Spanish for math and/or science, and possibly ELA if they meet those specific requirements.
- **All** accommodations must be made on an individual basis, according to student need, and reflect the supports they receive on a daily basis.
- **Any** accommodation provided to any student should be used by that student throughout the school year, across all content areas. Accommodations are not just for state assessments.



Cell Phone Policy

- **Cell phones or other electronic devices (including smart watches) *not* being used for testing or for an accommodation are not allowed during testing.**
- **Any potential solution must meet this criteria:**
 - Students cannot have access to any cell phones or electronic devices during testing, including breaks.
- **Some solutions being used by schools:**
 - Students are given a paper lunch bag, they write their name on the bag, show the test administrator the phone is turned off, and then the bag is placed in a bin at the front of the testing room.
 - Students show the test administrator their phone is powered off, they place it in their backpack/bookbag and the backpack/bookbag is placed along the outside of the testing room.



Monitoring Process for 2021

- RIDE will contact all schools (and their districts) selected for monitoring by **Friday, March 26**; selections may be:
 - random from a pool of schools not selected in the previous two administrations
 - based on testing irregularities the previous administration
 - requested by LEAs/schools
- Process (see addendum at www.ride.ri.gov/TC):
 - School/district test coordinators receive email from RIDE with addendum attached
 - Pre-observation conference call with RIDE
 - Test Coordinator conducts monitoring visit using checklist
 - Test Coordinator submits checklist to RIDE



Training for State Assessments

Test Coordinators: Required Training

State Assessment	Dates
Q&A for State Assessments	<i>Recording Available</i>
Accommodations Webinar (RICAS and NGSA)	<i>Recording Available</i>
General State Policies Overview	Recording/Presentation Posted
DLM	Recording/Presentation Posted
SAT and PSAT 10	<i>See the Assessment Training page</i>
RICAS	Recording/Presentation Posted
NGSA	Recording/Presentation Posted

Recordings, presentations, 2020-21 Training Calendar, and Google Calendar at www.ride.ri.gov/assessment-training



Training for State Assessments:

Test Administrators: Required Training

State Assessment	Mode	Dates Available	Link	Notes
RI State Assessment (RISAP) Policies and Procedures	Presentation given by district test coordinators	TBA	TBA	Editable presentation provided by RIDE
ACCESS for ELLs and Alternate ACCESS*	Online Modules	<i>Now</i>	WIDA Secure Portal	
DLM*	Online Modules	<i>Now</i>	Moodle Training Site	RI Guide to Required Training
SAT and PSAT 10	Online Modules	Week of March 1	TBA	
	Proctor & Hall Monitor Training	<i>Now</i>	www.ride.ri.gov/assessment- training	In handouts
RICAS	Online Modules	<i>Now</i>	RICAS Resource Center	Supplement main training
NGSA*	Online Module	<i>Now</i>	RI NGSA Portal	TDS usage only, need main training

*TAs need accounts to access the training. Make sure accounts are up-to-date.

2020-2021 State Assessment Calendar

All schools are expected to administer all state assessments as computer-based tests in person, in the school building.

Test Window Opens	Test Window Closes	Test	Grades
January 4	<i>March 26</i>	ACCESS	K-12
January 4	<i>March 26</i>	Alternate ACCESS	1-12
<i>Assessment postponed until 2022</i>		NAEP (reading, math)	4, 8
<i>Feb 15</i>	<i>March 26</i>	NAEP School and Teacher Questionnaire	4, 8
April 5	May 28	DLM ELA, Math, Science	3-8, 11
March 29	May 14	RICAS ELA	3-8
April 12	May 28	RICAS Math	3-8
April 26	June 4	NGSA Science	5, 8, 11

Test Window	Make-Up Window	Test	Grades
April 13 - 15	April 27-29	SAT School Day (Digital)*	11
April 13 – May 5**		PSAT10 (Digital)*	10
April 13	April 27	SAT School Day (Paper)* homeschooled, out-of-state students	11

*The SAT School Day – Paper test window is only for homeschooled students and students who are enrolled in out-of-state schools. Any student requiring a paper-edition as an accommodation will test during the PSAT/SAT Accommodated Testing Window.

**Similar to other state assessments, PSAT 10 now has one test window. Schools can conduct make-up testing on any date as long as all testing is completed by May 5th.



Questions

Please enter any questions you have into the chat:

- Accommodations, DLM, PSAT10/SAT School Day – Heather Heineke
- RICAS, NGSA – Kamlyn Keith
- NAEP – Jackie Branco
- ACCESS / Alt ACCESS – Ana Karantonis



Assessment Office Contact Information

- Assessment Data Portal:
 - Public Site: <https://www3.ride.ri.gov/ADP>
 - Confidential Site: <https://portal.ride.ri.gov/Account/Login>
- Assessment Mailbox: assessment@ride.ri.gov
- Heather Heineke
 - DLM, PSAT10, SAT, testing accommodations
 - 401-222-8493
 - Heather.Heineke@ride.ri.gov
- Jackie Branco
 - NAEP, data quality
 - 401-222-4685
 - Jacqueline.Branco@ride.ri.gov
- Kamlyn Keith
 - RICAS, NGSA
 - 401-222-8413
 - Kamlyn.Keith@ride.ri.gov
- Phyllis Lynch
 - Director of Office of Assessment
 - 401-222-4693
 - Phyllis.Lynch@ride.ri.gov
- Ana Karantonis
 - ACCESS for ELLs, psychometrics
 - 401-222-8940
 - Ana.Karantonis@ride.ri.gov

